

Spring 2003

Jupiter Products Corp. Newsletter (August 2003)

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Jupiter Products Corp. Newsletter (August 2003)

by Thomas Hemmingsen

(English 105)

The Assignment: Write a newsletter for an imaginary Jupiter Products Corporation in which to instruct readers on making a paper airplane, testing it for fly-ability, following the instructions, and performing the steps.

We're Out Of This World

Jupiter Products Corp.

Volume 27, Issue 8

August 2003

Jumping Jupiter

- Manufacturing to move to China in three phases starting Spring 2004
- Profits down 10%
- Healthcare costs rise 16%
- CEO and maintenance man Clarence Fishburn to "tie the knot" in a Fall ceremony at Jupiter Products Corp. in an undisclosed maintenance shed
- Parking lots A & B to be repaved
- Employees required to eat company provided meals for the foreseeable future.

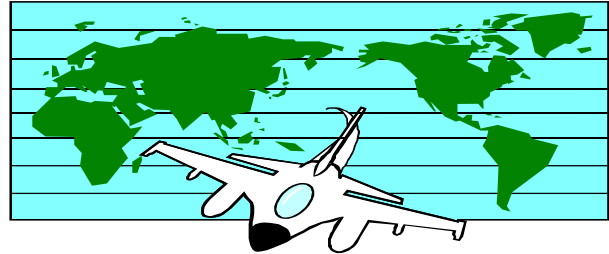
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Hello China - Moving Production

Jupiter Products Corp. has signed a five year contract with Chinese mega-manufacturer Kung Pow to build all our aerospace sprockets. Kung Pow's leader, Mr. Xai Zu, has 45 years of experience building world class sprockets and assorted aircraft parts for China's commercial and military aircraft industries. Mr. Zu expressed deep pride in Kung Pow's 100 year history as a manufacturing center of excellence, with a dedicated and inexhaustible workforce. "Our workforce is dying to work," said Mr. Zu.

During the transition from manufacturing in the U.S. to China, all employees will enroll in one or more Chinese language classes that will be offered on-site.



Jupiter Products Corp. Sprockets Give the XL-5 Better Fuel Economy

Each employee must prepare his/herself to provide a productive environment for the transferring of their skills to our new labor force.

In preparation for this transfer of skills, Jupiter Products Corp. will have special Chinese lunches served on-site that will include table mats, paper cups and fortune cookies with Chinese language lessons printed on

them, from which classes will be taught.

Management is presently taking Chinese language classes and will lead in-house Chinese language classes during each break and lunch period in the company cafeteria. During this transition period we ask that you not bring a lunch to work so as not to miss out on this extraordinary education opportunity.

Food For Thought

In preparation for welcoming our future workforce from China and improving our present Chinese language skills, our Employee-Management Liaison group - Team Jupiter ("they're out of this world!") - has provided yet another wonderful opportunity for personal

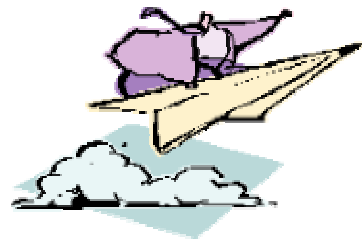
growth and satisfaction. Team Jupiter has arranged for all the drinks and snacks in our cafeteria to be imported directly from China. Instead of ordering a Coca Cola, employees will order a "kokou kole," which in Chinese translates to: "to allow the mouth to be able

to rejoice." We will be looking forward to a high-calorie learning experience. Together we will snack and learn!

The Cramped Cubicle Corner (CCC)

By Tom Hemmingsen

With the great weather that we have been having this summer, almost everyone has had a case of "Cubicle Fever." Though Jupiter Products Corp. has never provided more than two weeks of vacation to our most senior employees, Team Jupiter has accepted the challenge of providing a bit of a vacation get-away on Friday afternoons at Jupiter Product Corp's employee appreciation get-togethers.



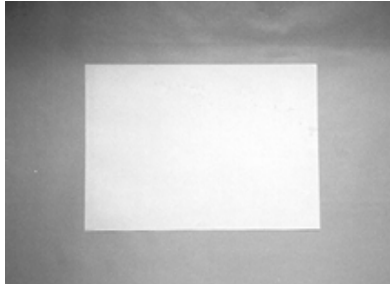
Rise above cubicle fever at our employee get-togethers

In this month's installment of CCC, we will provide the details of a winning paper airplane that you can use at all of August's Friday afternoon employee appreciation get-togethers in the employee cafeteria. We will provide the building materials, refreshments and prizes for the contests.

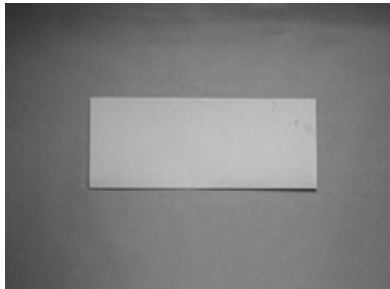
For those who have never made and flown a paper airplane, the following steps will guide you as you attempt to master the art of building and flying a simple paper airplane. Good Luck to all!

Here are thirteen easy steps to making the perfect paper airplane:

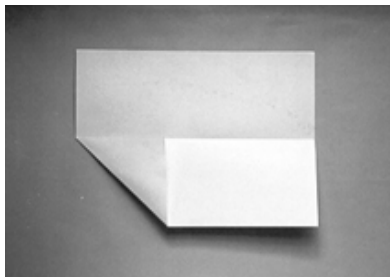
1. Start with an 8 1/2" x 11" sheet of paper. Note: for a neater airplane that will fly longer distances, make sure the edges of each fold meet evenly. And make crisp folds.



2. Fold the sheet of paper in half down the longest dimension (11").



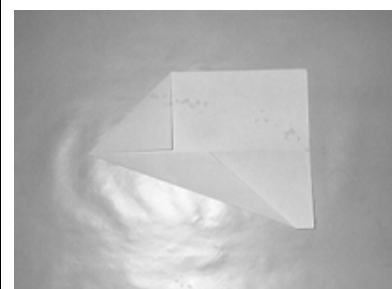
3. Open the sheet flat.
4. Lay the opened sheet on a hard surface. Fold down the top right corner of the sheet at a 45-degree angle, until the outer edge of the corner touches the inner center crease.



5. Repeat step 4 with the closest opposing corner.



6. Fold the folded 45-degree corner (again) into the center crease of the airplane making a 22.5-degree angle (with respect to the center crease).

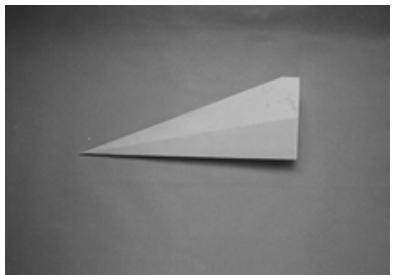
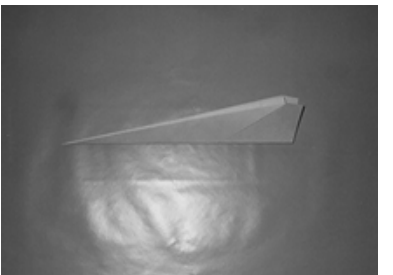
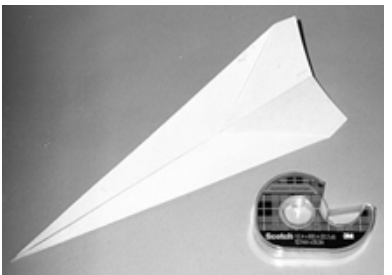
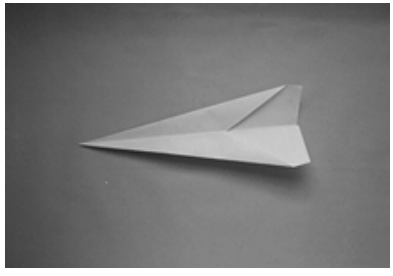
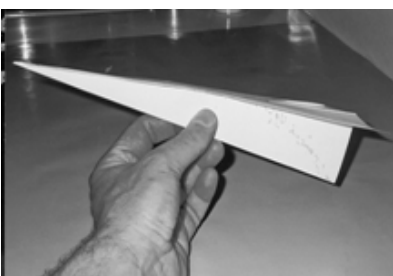


7. Repeat step 6 with the opposing closest corner.



8. Fold the 22.5-degree slides together as in the first crease.

(Continue on next page)

<p>JUPITER PRODUCTS CORP.</p>		<p>VOLUME 27, ISSUE 8</p>
		
<p>9. Fold each 22.5-degree side of the airplane outward (as opposed to the inward direction of all earlier folds) towards the outside edge, creating an 11.25-degree fold.</p>	<p>11. Pick-up the airplane, placing one hand under the wings, lifting the wings and squeezing the body until the wings are parallel to themselves and perpendicular to the body.</p>	<p>13. Throw the airplane by keeping the pointed end forward (in front of you) and keeping the wings parallel to the floor.</p>
		<p>Use caution when throwing the airplane, making sure that no one will be struck by it. Although the airplane is light, it has a point and flies fast, making it possible that it could cause eye damage.</p>
<p>10. Repeat step 9 with the opposing side.</p>	<p>12. A small piece of tape can be strategically placed on the top of the paper airplane such that it holds both folded sides together (note lack of opening).</p>	<p>Prizes will be awarded on:</p> <ul style="list-style-type: none"> • Longest flight • Most acrobatic flight • Most unusual design (note: the plane must fly at least ten feet) • Best Jupiter Product Corp. branding (paint-job and logos)

Traveler's Warning From the CDC

From the Centers for Disease Control: www.cdc.gov

<p>Many Jupiter Products Corp. employees will be regularly traveling to Kung Pow's corporate facilities in China. The below excerpt is from the from the Centers for Disease Control web page. It is extremely important that every Jupiter Products Corp. employee who is asked to travel to China thoroughly read and understand the information below and on the CDC's web site. Your life may depend on it.</p> <p>The following was excerpted from the CDC web site:</p> <p>The preventive measures you need to take while traveling in East Asia</p>	<p>depend on the areas you visit and the length of time you stay. You should observe the precautions listed in this document in most areas of this region. However, in highly developed areas of Japan, Hong Kong, South Korea, and Taiwan, you should observe health precautions similar to those that would apply while traveling in the United States.</p> <p>Travelers' diarrhea, the number one illness in travelers, can be caused by viruses, bacteria, or parasites, which can contaminate food or water. Infections may cause diarrhea and vomiting (<i>E. coli</i>, <i>Salmonella</i>, cholera, and parasites), fever (typhoid fever and toxoplasmosis), or liver damage (hepatitis). Make</p>	<p>sure your food and drinking water are safe. (See below.)</p> <p>Malaria is a serious, but preventable infection that can be fatal. Prevent this deadly disease by seeing your health care provider for a prescription antimalarial drug and by protecting yourself against mosquito bites (see below).</p> <p>Travelers to some areas in China, Hong Kong S.A.R. (China), North Korea, and South Korea may be at risk for malaria. Travelers to malaria-risk areas in China, North Korea, and South Korea should take an antimalarial drug. The risk of malaria in Hong Kong S.A.R. is so limited that taking an antimalarial drug</p> <p style="text-align: right;"><i>(Continue on next page)</i></p>
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Traveler's Warning From the CDC

Continued from previous page

is not recommended. There is no risk of malaria in Japan, Taiwan, Macao S.A.R. (China), and Mongolia. For additional information on malaria in East Asia, malaria-risk area and antimalarial drugs, see **Malaria Information for Travelers to East Asia**. See also **Preventing Malaria in the Pregnant Woman (Information for the Public)** and **Preventing Malaria in Infants and Children (Information for the Public)**. Dengue, filariasis, Japanese encephalitis, leishmaniasis, and plague are diseases carried by insects that also occur in this region. Protecting yourself against insect bites (see below) will help to prevent these diseases.

If you visit the Himalayan Mountains, ascend gradually to allow time for your body to adjust to the high altitude, which can cause insomnia, headaches, nausea, and altitude sickness. In addition, use sunblock rated at least SPF 15, because the risk of sunburn is greater at high altitudes.

There is **no risk** for yellow fever in East Asia. A certificate of yellow fever vaccination may be required for entry into certain of these countries if you are coming from countries in South America or sub-Saharan Africa. For detailed information, see Comprehensive Yellow Fever Vaccination Requirements.

CDC recommends the following vaccines (as appropriate for age):

See your doctor at least 4–6 weeks before your trip to allow time for shots to take effect.

- [Hepatitis A](#) or immune globulin (IG), except travelers to Japan.
- [Hepatitis B](#), if you might be exposed to blood (for example, health-care workers), have sexual contact with the local population, stay longer than 6 months, or be exposed through medical treatment.

- [Japanese encephalitis](#), only if you plan to visit rural areas for 4 weeks or more, except under special circumstances, such as a known outbreak of [Japanese encephalitis](#).
- [Rabies](#), if you might be exposed to wild or domestic animals through your work or recreation.
- [Typhoid](#), particularly if you are visiting developing countries in this region.
- As needed, booster doses for [tetanus-diphtheria and measles](#). [Hepatitis B](#) vaccine is now recommended for all infants and for children ages 11–12 years who did not receive the series as infants.

All travelers should take the following precautions, no matter the destination:

- Wash hands often with soap and water.
- Because motor vehicle crashes are a leading cause of injury among travelers, walk and drive defensively. Avoid travel at night if possible and always use seat belts.
- Always use latex condoms to reduce the risk of HIV and other sexually transmitted diseases.
- Don't eat or drink dairy products unless you know they have been pasteurized.
- Eat only thoroughly cooked food or fruits and vegetables you have peeled yourself. Remember: boil it, cook it, peel it, or forget it.
- Never eat undercooked ground beef and poultry, raw eggs, and unpasteurized dairy products. Raw shellfish is particularly dangerous to persons who have liver disease or compromised immune systems.

Travelers visiting undeveloped areas should take the following precautions: To stay healthy, do...

- Drink only bottled or boiled water, or carbonated (bubbly) drinks in cans or bottles. Avoid tap water, fountain drinks, and ice cubes. If this is not possible, make water safer by BOTH filtering through an "absolute 1-micron or less" filter AND adding iodine tablets to the filtered water. "Absolute 1-micron filters" are found in camping/outdoor supply stores.
- If you visit an area where there is risk for [malaria](#), take your [malaria prevention medication](#) before, during, and after travel, as directed. (See your doctor for a prescription.)
- Protect yourself from mosquito bites:
- To prevent fungal and parasitic infections, keep feet clean and dry, and do not go barefoot.

Please contact Wanda Round, in H.R. for a fact sheet and an immunization schedule to follow in preparation for to travel China.

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